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7 TRISHA DIXSON,
8 Plaintiff,

9 v.
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11 FLEETCOR TECHNOLOGIES
12 OPERATING COMPANY LLC,
13 Defendant.

14 Case No. 15-cv-02595 EDL
15

**CASE MANAGEMENT AND
PRETRIAL ORDER FOR JURY TRIAL**

16 Following the Case Management Conference held on November 3, 2015, IT IS HEREBY
17 ORDERED THAT pursuant to Fed. R. Civ. P. 16, the following case management and pretrial
18 order is entered:

19 1. TRIAL DATE

20 a. Jury trial will begin on April 17, 2017 at 8:30 a.m. in Courtroom E, 15th
Floor, 450 Golden Gate Avenue, San Francisco, CA 94102. Should a daily transcript and/or
realtime reporting be desired, the parties shall make arrangements with Debra Campbell, Court
Reporter Supervisor, at (415) 522-2079 or Debra_Campbell@cand.uscourts.gov, at least 14 days
prior to the trial date.

21 b. The length of the trial will be not more than 5 days.

22 2. DISCOVERY

23 a. All non-expert discovery shall be completed no later than May 20, 2016.
24 There will be no further non-expert discovery after that date except by order of the Court for good
25 cause shown. Motions to compel non-expert discovery must be filed within the time limits
26 contained in Civil Local Rule 26-2.

27 b. Plaintiff's disclosure of identities and CVs of expert witnesses shall be made
28 no later than May 25, 2016. Defendant's disclosure of identities and CVs of expert witnesses shall

1 be made no later than July 25, 2016. All treating physicians who will provide opinion testimony
2 beyond that which can be provided by a lay person must be disclosed as expert witnesses, but they
3 need not prepare expert reports unless ordered to do so by the Court.
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5 c. Plaintiff's expert reports shall be exchanged no later than June 24, 2016.
6 Defendant's expert reports shall be exchanged no later than August 25, 2016. Rebuttal expert
7 reports, if any, shall be disclosed and exchanged no later than September 1, 2016.
8

9 d. All expert discovery shall be completed no later than October 14, 2016.
10 There will be no further expert discovery after that date except by order of the Court for good
11 cause shown. Motions to compel expert discovery must be filed within the time limits contained
12 in Civil Local Rule 26-2.
13

14 e. Rule 26(e)(1) of the Federal Rules of Civil Procedure requires all parties to
15 supplement or correct their initial disclosures, expert disclosures, pretrial disclosures, and
16 responses to discovery requests under the circumstances itemized in that Rule, and when ordered
17 by the Court. The Court expects that the parties will supplement and/or correct their disclosures
18 promptly when required under that Rule, without the need for a request from opposing counsel.
19

20 **In addition to the general requirements of Rule 26(e)(1), the parties will supplement and/or
21 correct all previously made disclosures and discovery responses 28 days before the fact
22 discovery cutoff date.**
23

24 f. Pursuant to Civil L.R. 37-1(b), telephone conferences are available to
25 resolve disputes during a discovery event, such as a deposition, where the resolution during the
26 event likely would result in substantial savings of expense or time.
27

28 g. **Privilege logs.** If a party withholds information that is responsive to a
discovery request, and is otherwise discoverable under the Federal Rules of Civil Procedure, by
claiming that it is privileged, or protected from discovery under the attorney work product doctrine
or any other protective doctrine (including, but not limited to, privacy rights), that party shall
prepare a "privilege log" (Fed. R. Civ. P. 26(b)(5)) setting forth the privilege relied upon and
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1 specifying separately for each document or for each category of similarly situated documents:

2

3 1. The name and job title or capacity of the author;

4 2. The name and job title or capacity of each recipient;

5 3. The date the document was prepared and, if different, the date(s)

6 on which it was sent to or shared with persons other than its

7 author(s);

8 4. The title and description of the document;

9 5. The subject matter addressed in the document;

10 6. The purpose(s) for which it was prepared or communicated; and

11 7. The specific basis for the claim that it is privileged.

12 The privilege log will be produced as quickly as possible, but no later than 14 days after

13 the discovery responses are due (in a rolling production, 14 days after each set of documents is

14 produced), unless the parties stipulate or the Court orders otherwise in a particular case.

15 h. In responding to requests for documents and materials under Rule 34 of the

16 Federal Rules of Civil Procedure, all parties shall affirmatively state in a written response served

17 on all other parties the full extent to which they will produce materials and shall, promptly after

18 the production, confirm in writing that they have produced all such materials so described that are

19 locatable after a diligent search of all locations at which such materials might plausibly exist.

20 3. MOTIONS

21 The last day to file a motion, or stipulation and proposed order, to join other parties shall

22 be November 10, 2015.

23 The last day to file a motion, or stipulation and proposed order, to amend the pleadings

24 shall be November 10, 2015.

25 The last day for hearing dispositive motions shall be January 17, 2017. Dispositive

26 motions shall be served and filed no later than **thirty-five (35)** days prior to the scheduled hearing

27 date. Briefing shall be in compliance with Civil Local Rule 7-3.

1 4. ALTERNATIVE DISPUTE RESOLUTION/SETTLEMENT CONFERENCE

2 The parties have agreed to engage in private mediation by February 15, 2016.

3 5. PRETRIAL CONFERENCE4 a. A pretrial conference shall be held on March 28, 2017 at 2:00 p.m. in
5 Courtroom E, 15th Floor. **Each party shall attend personally or by lead counsel who will try**
6 **the case.** The timing of disclosures required by Federal Rule of Civil Procedure 26(a)(3) and
7 other pretrial disclosures shall be governed by this order.8 b. **At least thirty (30) days** prior to the date of the pretrial conference, lead
9 counsel shall meet and confer regarding:10 (1) Preparation and content of the joint pretrial conference statement;
11 (2) Preparation and exchange of pretrial materials to be served and lodged
12 pursuant to paragraph 5(c) below; and
13 (3) Settlement of the action.14 c. **At least twenty (20) days** prior to the pretrial conference, counsel and/or
15 parties shall:16 (1) Serve and file a joint pretrial statement that includes the pretrial
17 disclosures required by Federal Rule of Civil Procedure 26(a)(3) as
18 well as the following supplemental information:19 (a) *The Action.*20 (i) Substance of the Action. A brief description of the
21 substance of claims and defenses which remain to be
22 decided.23 (ii) Relief Prayed. A detailed statement of all the relief
24 claimed, particularly itemizing all elements of damages
25 claimed as well as witnesses, documents or other evidentiary
26 material to be presented concerning the amount of those

damages.

(b) *The Factual Basis of the Action.*

(i) Undisputed Facts. A plain and concise statement of all relevant facts not reasonably disputable, as well as which facts parties will stipulate for incorporation into the trial record without the necessity of supporting testimony or exhibits.

(ii) Disputed Factual Issues. A plain and concise statement of all disputed factual issues which remain to be decided.

(iii) Agreed Statement. A statement assessing whether all or part of the action may be presented upon an agreed statement of facts.

(iv) Stipulations. A statement of stipulations requested or proposed for pretrial or trial purposes.

(c) *Disputed Legal Issues.*

Without extended legal argument, a concise statement of each disputed point of law concerning liability or relief, citing supporting statutes and decisions, and any procedural or evidentiary issues.

(d) *Trial Preparation.*

(i) Witnesses to Be Called. With regard to witnesses disclosed pursuant to Federal Rule of Civil Procedure 26(a)(3)(A), a brief statement describing the substance of the testimony to be given.

(ii) Estimate of Trial Time. An estimate of the number

1 of hours needed for the presentation of each party's
2 case, indicating possible reductions in time through
3 proposed stipulations, agreed statements of facts, or
4 expedited means of presenting testimony and
5 exhibits.

6 (iii) Use of Discovery Responses. Designate excerpts
7 from discovery that the parties intend to present at
8 trial, other than solely for impeachment or rebuttal,
9 from depositions specifying the witness with page
10 and line references, from interrogatory answers, or
11 from responses to requests for admission.

12 (e) *Trial Alternatives and Options.*

13 (i) Settlement Discussion. A statement summarizing the
14 status of settlement negotiations and indicating
15 whether further negotiations are likely to be
16 productive.

17 (ii) Amendments, Dismissals. A statement of requested
18 or proposed amendments to pleadings or dismissals
19 of parties, claims or defenses.

20 (iii) Bifurcation, Separate Trial of Issues. A statement of
21 whether bifurcation or a separate trial of specific
22 issues is feasible and desired.

23 (f) *Miscellaneous.*

24 Any other subjects relevant to the trial of the action or
25 material to its just, speedy and inexpensive determination.

26 (2) Serve and file trial briefs, motions in limine (including any motion

regarding the qualifications or testimony of any expert witness), proposed voir dire questions, jury instructions, verdict forms and excerpts from discovery that will be offered at trial (include a copy of the deposition testimony or admission). The parties shall submit proposed jury instructions **jointly**. If there are any instructions on which the parties cannot agree, those instructions may be submitted separately;

- (3) Serve and file an exhibit setting forth the qualifications and experience of each expert witness;
- (4) Serve and file a list of each party's exhibits by numbers 1-500

(4) Serve and file a list of each party's exhibits by numbers 1-500

(plaintiff) or numbers 750-1250 (defendant), including a brief statement describing the substance and purpose of each exhibit and the name of the sponsoring witness;

(5) Exchange exhibits which shall be premarked (plaintiff shall use numbers 1-500; defendant shall use numbers 750-1250) and tabbed. Exhibits shall be three-hole punched and shall be submitted in binders. Each exhibit shall be marked on the front page or on the back of the last page with the information contained in Exhibit A to this Order; and

(6) Deliver two sets of all premarked exhibits to chambers (exhibits are not to be filed). The two sets of premarked exhibits shall be for Court use only. The parties shall bring a third set of their trial exhibits to trial to witnesses.

No party shall be permitted to call any witness or offer any exhibit in its case in chief that is not disclosed in its pretrial statement, exchanged with opposing counsel, and delivered to the Court, by the above deadline, without leave of the Court and for good cause.

d. **At least (10) days** prior to the pretrial conference, after meeting and conferring in a good faith attempt to resolve any objections, counsel and/or parties shall serve and file: (1) any objections to exhibits or to the use of deposition excerpts or other discovery; (2) any objections to non-expert witnesses; (3) any objection to proposed voir dire questions, jury

1 instructions and verdict forms that the parties have been unable in good faith to resolve; (4) any
2 opposition to a motion in limine. No replies shall be filed.
3

4 e. All motions in limine and objections shall be heard at the pretrial
5 conference.
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7 6. JURY TRIAL
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9 a. Counsel shall submit an agreed upon set of voir dire questions to be posed
10 by the Court. Any voir dire questions on which counsel cannot agree may be submitted
11 separately. Counsel shall be allowed brief follow-up voir dire after the Court's questioning.
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13 b. The following jury instructions from the Manual of Model Civil Jury
14 Instructions for the Ninth Circuit (2007 Edition) shall be given absent objection: 1.1-1.2, 1.6-1.14,
15 1.18, 2.11. Counsel shall submit **jointly** an agreed upon set of case specific instructions, using the
16 Ninth Circuit Manual where appropriate. Do not submit duplicates of those listed above. Any
17 instructions on which counsel cannot agree may be submitted separately. Each requested
18 instruction shall be typed in full on a separate page with citations to the authority upon which it is
19 based and a reference to the party submitting it. A **second blind copy** of each instruction and
20 verdict form shall also be submitted, omitting the citation to authority and the reference to the
21 submitting party.
22

23 7. All documents filed with the Clerk of the Court shall list the civil case number followed
24 by the initials "**EDL**." One copy shall be clearly marked as a **chambers** copy. Chambers copies
25 shall be three-hole punched at the left side, suitable for insertion into standard binders. In
26 addition, all proposed jury instructions, motions in limine, forms of verdict and trial briefs shall be
27 accompanied by a diskette containing a copy of the document formatted in WordPerfect 6.1, 7, 8,
28 9, or 10 (Windows) or 8.0 (Windows).
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30 **IT IS SO ORDERED.**

31 Dated: November 5, 2015


32 ELIZABETH D. LAPORTE
33 UNITED STATES MAGISTRATE JUDGE
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EXHIBIT A

UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF
CALIFORNIA

Case Number:

PLTF / DEFT EXHIBIT
NO._____Date
Admitted:_____

By:_____ Stephen Ybarra, Deputy Clerk

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